

7 September 1982

MEMORANDUM FOR: Director of Personnel
Central Intelligence Agency

FROM: Director, Intelligence Community Staff

SUBJECT: Letter of Appreciation

1. The purpose of this memorandum is to express my sincere appreciation on behalf of the Intelligence Community Staff (ICS) to [redacted] and to [redacted] of the Contract and Allowances Division, Office of Personnel, CIA for the special attention they have given to the ICS contract requirements during the past year.

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2. As you know, the ICS is composed of both permanent cadre and detailees representing a number of different services. The ICS also frequently utilizes the expertise of a number of external contractors and consultants. Although many of our requests to CAD/OP in order to effect these assignments are routine, because of the unique missions and functions of the ICS, the time factor in processing our contracts and agreements is critical. [redacted] have consistently made every effort to expedite the processing of our contracts and agreements, which in turn has enabled us to meet our manpower needs.

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3. In addition to the many standard ICS requests for support from CAD, during the past year there have been a number of extraordinary cases of unexpected contract extensions, as well as the DCI's CIA/DOD Seminar on Deception Operations. In these instances, the guidance and timely processing provided by [redacted] was invaluable.

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4. Once again, the IC Staff and I personally, wish to thank [redacted] and [redacted] for all their efforts during this past year which contributed to the fulfillment of the ICS mission.

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